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IN REPLY REFER TO  
NIC-001/44  
7 Apr 1975

MEMORANDUM FOR THE CHAIRMAN, SECURITY COMMITTEE, UNITED STATES  
INTELLIGENCE BOARD

Subj: Guidelines for Sanitizing Certain Documents Provided Select  
Committees

Ref: (a) Chairman, Security Committee memo SECOM-D-56 of 2 Apr 1975

1. The draft guidelines on sanitization forwarded by reference (a) should be most useful in helping to protect sensitive intelligence sources and methods information in documents to be provided the Select Committees. The following changes are recommended to clarify several points which may not otherwise be uniformly understood, and to provide coverage of some areas which were not covered in the draft.

a. Page 2, add a new paragraph 3 as follows, renumbering following paragraphs accordingly -

"3. The sanitization procedures described herein are not to be used as downgrading or declassification guides. All concerned should be mindful that application of these procedures will not declassify, downgrade or remove from compartmentation controls any documents or information provided the Select Committees, unless individual advice to that effect is provided as well."

Reason: To specify clearly that these guidelines are intended to be used to sanitize particularly sensitive source and methods information in documents, and that this process does not work to downgrade or declassify the documents. The repeated, and proper, emphasis in the guidelines on excising many different types of sensitive information could give the impression that sanitization would remove the basis for classification, unless a statement to the contrary was included.

b. Page 3, sub-paragraph (b), line 7 - insert the word "arrangements" after the word "funding."

Reason: To clarify that it is the sensitive channels and procedures involved in funding intelligence systems which are to be sanitized, not overall funding levels. The Select Committees would be most unlikely to agree to excision of basic funding data.

NAVY review(s) completed.

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c. Page 4, existing paragraph 5, line 4 - add the words "or details of collection systems" at the end.

Reason: Consistency with the guidance in sub-paragraph (b) on page 3, which specifies that details of technical collection systems should be excised.

d. Page 5 - insert a new sub-paragraph (g), redesignating the following sub-paragraph accordingly, reading:

"(g) Assumed identities, locations or other information permitting identification of defectors or refugees who might be targetted for retaliation."

Reason: To include cover information on defectors from hostile intelligence services and refugees from inimical regimes within the class of sensitive information which should be excised..

e. Page 6 - insert a new sub-paragraph (i) at top of page, redesignating the present sub-paragraphs accordingly, reading:

"(i) Identifying intelligence cooperation between the United States and neutral countries where any such cooperation is of high political sensitivity to the foreign governments concerned."

Reason: To include within the category of sensitive information to be excised general intelligence cooperation arrangements between the U.S. and certain foreign countries when the foreign governments are particularly concerned about the political repercussions of disclosure of such arrangements. This category is not included in the more narrow areas described in the existing sub-paragraphs (h), (i) and (k) on page 6.

f. Page 7, existing sub-paragraph (o), change to read:

"Proprietary, trade secret or patent information ...."

Reason: Completeness; trade secret and patent information are not included in the definition of proprietary information.

g. Page 7, existing section 9: Revise the second paragraph to read -

"Information which has been released under the Freedom of Information Act, or is subsequently released under the Privacy Act when it comes into effect, should not be further sanitized unless such is needed to protect an individual's right to privacy."

Reason: To include within the scope of this provision information which may be released under the Privacy Act when such comes into effect in September 1975.

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Add a new third paragraph reading:

"To insure consistency within the Intelligence Community on documents to be provided the Select Committees, agencies which have declassified information through confirmation of public disclosures, or through Freedom of Information or Privacy Act releases, shall take care to provide timely advice of such to all other agencies to which the information was originally disseminated."

Reason: To provide reasonable assurance that agencies take approximately the same approach on sanitization for documents which have been the subject of public disclosures or official releases.



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